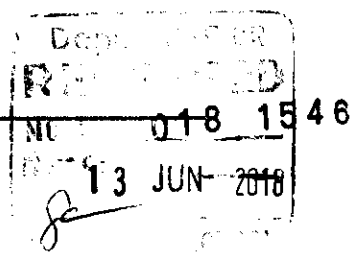


T-O # 704



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas

SCHOOLS DIVISION OF NEGROS ORIENTAL
www.depednegor.net



TRAVEL ORDER

June 9, 2018

TO : MS. MARCELITA T. MERCADO
MT II, Sibulan Central School
Sibulan District I

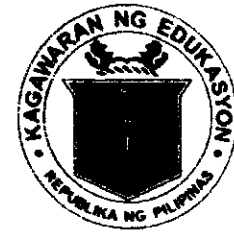
MS. MARIBETH S. RODRIGUEZ
Teacher II, Abis Central School
Mabinay District 4

1. You are hereby directed to attend the Training of Teachers (ToT) on the K to 10 Critical Content on June 9-20, 2018 Batch 3 Math 4 as Process Observer/Class Manager at Applied Nutrition Center, Banilad, Cebu City.
2. You are entitled to service credits in accordance with the provisions of DepEd Order No. 19, s. 2011 and DepEd Order 53, s. 2003 on training days which fall on Saturdays, Sundays and Holidays per CSC and DBM Joint Circular No. 2 s. 2004.
3. Expenses for board and lodging shall be charged to the HRD Funds. Travel and other incidental expenses shall be charged against local funds subject to the usual accounting and auditing rules and regulations.

WILFREDA D. BONGALOS, Ph. D. CESO V
Schools Division Superintendent *at*



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
REHIYON VII, GITNANG VISAYAS
REGION VII, CENTRAL VISAYAS
Sudlon, Lahug, Cebu City



May 18, 2018

REGIONAL MEMORANDUM

No. **0366**, s. 2018

TRAINING OF TEACHERS (TOT) ON THE K TO 10 CRITICAL CONTENT

To : Schools Division Superintendents/OICs

1. This Office through the Human Resource Development Division (HRDD) and Curriculum Learning Management Division (CLMD) in coordination with the nineteen (19) Schools Divisions will conduct the Training of Teachers (ToT) on the K to 10 Critical Content on the dates and venues specified below:

Batch	Learning Area	Schools Division	Date	Venue
1	Music and Arts - 7	19 SDOs	May 21-27, 2018	Crown Regency Hotel, Guadalupe, Cebu City
	English - 7	Carcar, Cebu City, Cebu, Naga, Talisay, Toledo	May 21-30, 2018	Ecotech Center
		Bogo, Bohol, Danao, Lapu-lapu, Mandaue, Tagbilaran		Applied Nutrition Center
2	Filipino - 7	12 SDOs (except Negros Oriental SDOs & Siquijor)	May 28-June 1, 2018	Crown Regency Hotel, Guadalupe, Cebu City
3	Science - 4	19 SDOs	June 9-20, 2018	Ecotech Center
	Math - 4			Applied Nutrition Center & Hotel Fortuna
4	Science - 8	19 SDOs	June 21-July 2, 2018	Ecotech Center
	Math - 8			Applied Nutrition Center & Hotel Fortuna
5	English - 7	Negros Oriental SDOs & Siquijor	To be announced	Region 7 Satellite Office, Dumaguete City
6	Filipino - 7	Negros Oriental SDOs & Siquijor	To be announced	Region 7 Satellite Office, Dumaguete City

2. The objectives of this Training Program include the following:
- integrate competencies needed by teachers in the effective implementation of the K to 10 Curriculum;
 - explain the strategies, assessment, and classroom management techniques appropriate for the critical learning competencies of the subject area/s handled;
 - develop functional and operational Lesson/Instructional Plan (Daily Lesson Log/Detailed Lesson Plan); and
 - promote a culture of collegial and collaborative learning among the teachers in Region 7.

Office of the Director (ORDir), Tel. Nos.: (032) 231-1433; 231-1309; 414-7399; 414-7325; Office of the Assistant Director, Tel. No.: (032) 255-4542
Field Technical Assistance Division (FTAD), Tel. Nos.: (032) 414-7324 Curriculum Learning Management Division (CLMD), Tel. Nos.: (032) 414-7323
Quality Assurance Division (QAD), Tel. Nos.: (032) 231-1071 Human Resource Development Division (HRDD), Tel. No.: (032) 255-5239
Education Support Services Division (ESSD), Tel. No.: (032) 254-7062 Planning, Policy and Research Division (PPRD), Tel. Nos.: (032) 233-9030;
414-7065 Administrative Division, Tel. Nos.: (032) 414-7326; 414-4367; 414-7366; 414-7322; 414-4367
Finance Division, Tel. Nos.: (032) 256-2375; 253-8061; 414-7321

“ ESA 2015: Karapatan ng Lahat, Pannanagutan ng Lahat ”

3. For proper guidance and reference of all concerned, enclosed are the following documents:

- Enclosure No. 1 – Program Schedule Matrix (PSM)
- Enclosure No. 2 – Program Management Team (PMT)
- Enclosure No. 3 – List of Participants

4. All participants are enjoined to bring the following:

- Curriculum Guide (CG) and Teacher’s Guide (TG) of the subject taught
- Text books and other reference materials
- Laptop
- USB flash drive
- Extension cord
- Portable Wifi (if available)

5. Moreover, participants of the different learning areas are required to bring the materials/equipment/apparatus/tool/kit specified below, to wit:

Learning Area	Material/Equipment/Apparatus/Tool/Kit
Music and Arts - 7	Music Writing Book (long) Ukelele & pick Flute Malong Black t-shirt Jogging pants Scissors Cutter
Math – 4 & 8	Ruler Protractor Compass 2 pcs. die (1 cm ³)
Science – 4 & 8	Ruler

6. The participants are requested to observe the following:


- a. Onsite Registration for all batches will be at 8:00-9:30 AM at the identified venue.
- b. Register Online on or before Day 1 of the training through this URL, www.deped.in/R7K-10content.
- c. Attend the Opening and Closing Programs.
- d. Present ID, authority to travel and other documents for the registration.
- e. Attend all sessions on time. Early leavers and those who fail to submit the training outputs shall receive certificates of appearance only.
- f. Come in proper attire and observe proper decorum throughout the duration of the training.
- f. Participants who are under medication are required to bring their maintenance medicines.

7. Schedule for check-in/out, first and last meals for all batches:

Check-in	First Meal	Check-out	Last Meal
1:00 PM of Day 1	AM Snacks of of Day 1	12:00 PM (Last Day)	PM Snacks (Last Day)

8. The Quality Assurance, and Monitoring and Evaluation (QAME) of the day-to-day conduct of this MTOT shall be led by the Quality Assurance Division (QAD). The QAME activities will provide important inputs that will serve as basis for improvement efforts, and policy recommendations and decisions with regard to trainings.

9. The learning facilitators, program management staff, and QAME team are **expected** to be at the identified venue on Day 0 for all batches at 8:00 AM for the usual training preparations, and briefing.
10. Schools Division Superintendents/SGOD Chiefs/HRD Section Heads are directed to ensure the attendance of all identified participants.
11. The participants shall be entitled to service credits in accordance with the provisions of DepEd Order No. 19, s. 2011, and DepEd Order No. 53, s. 2003. Likewise, non-teaching personnel including management staff shall be provided with Compensatory-Time-Off (CTO) on training days which fall on Saturdays, Sundays, and Holidays per CSC and DBM Joint Circular No. 2, s. 2004.
12. Expenses for board and lodging of participants and management staff, and training materials shall be charged to the HRD Funds. Travel and other incidental expenses of participants, facilitators, QAME team, and management staff are chargeable against local funds, subject to the usual accounting and auditing rules and regulations.
13. This Memorandum serves as Travel Order for RO7 personnel only.
14. Immediate dissemination of, and compliance with this Memorandum is directed.


JULIET A. JERUTA
Director III
Officer-In-Charge

JAJ/STJ/EBEJ/mgb

Laranjo, Johna T.		
Batch 2 & 6- Filipino 7		
Learning Facilitators	Process Observers	Class Managers
Maricel Balbuena Cresencia Arellano Anna Zhusette Pintor Paz Tecson Ma. Flordeliza De La Cruz Marianne Ubas Catherine Buta Juracy Abarquez Ruben Altubar Ma. Alma Gorre Jackie Ann Peralta Ma. Katrina Macapaz Renante Juanillo Honebal Sibala Shem Don Fabila Ma. Jesusa Gruzo Evelyn Orillano Myra Cristy Crusio Eugenia Solon	Beatriz Incog Nanette Garrido Jessica Trivinio Marivic Ople Belinda Casona Jovelyn Quindao Victoria Maquiling Flora Gahob Nimfa Puno	Kimberly Muring Maria Alao Araceli Cabahug Herminia Leyson Herminia Canete Anjanette Dayanan Verna Saldo Josie Estrella Estrella Icalina
Batch 3 - Math 4		
Learning Facilitators	Process Observers	Class Managers
Marck Kenneth U. Albiso Agustina Into Clisa Mosqueda Marlowe Revolteado Madelin Tinapay Jessica Sabla-On Jonalyn Zabate Ma. Linda Adolfo Winston Ramirez Florentino Manabat Jr. Samuel Baritua Diocresia Alicante Araceli M. Capuyan Lydeniza Sanchez Shaira May Sanchez Jocel Beduya Carmelita Sanchez Maria Fe Jimenez Jaime P. Ruelan	Melchor Samper Rebecca P. Toring Septuagisima Algabre Ausonia Cogtas Geronimo Ygona Donna Metante Maribeth S. Rodriguez Jeney A. Mercader Pedrita A. Amahit	Mergean Lipeten Desiree P. Sulla Marli Librea Ma. Dioscora H. Sayon Milfe V. Abarquez Luzviminda Bariquet Marcelina T. Mercado Ian Christian Carino Enriqueta Baylon
Batch 3 - Science 4		
Learning Facilitators	Process Observers/Class Managers	
Maria Danica De Villa Ethelinda Laguitao Alvin Dela Cerna Emalinda Egos	Salvacion Adana Adonis Rivera Hermilinda Gracio Meriam Abadilla Raylene Manawatao	